

EVALUATION REPORT INDIVIDUAL INPUT

1. Administrative data:

Full Name: \_\_\_\_\_  
                    Last                                      First                                      Middle

Rate: \_\_\_\_\_ SSN: \_\_\_\_\_ USN \_\_\_\_\_ USNR \_\_\_\_\_

Date Reported Onboard: \_\_\_\_\_ Ending Date of Last Report: \_\_\_\_\_

Effective date of current pay grade (date officially advanced, not time-in-rate date). Indicate if frocked or a selectee to next higher rate:

2. Duties assigned and number of months assigned during this report period.  
List by duty title:

Primary duties: \_\_\_\_\_

Watchstanding duties: \_\_\_\_\_

Collateral duties: \_\_\_\_\_

TEMADD/TEM DU (where, when, and why): \_\_\_\_\_

Significant periods not available for duty, if any (if this is first report at NAVSUPACT Naples, include any delay or TEMADD/TEM DU/TRANSIT/LEAVE, where when and why, do not include brief illness): \_\_\_\_\_

3. Job information: (principal activities and responsibilities). Include equipment operated or qualified to operate, and "customers" served, if applicable. \_\_\_\_\_

(use a continuation sheet if needed)

Individual accomplishments, including experience gained and contributions to team achievements (try to use most or all of the following for input: what did you accomplish; how did you accomplish it; when you did accomplishment it; how long did it take; how much or how many; the results).  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(use a continuation sheet if needed)  
(turn sheet over for more information)

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\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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(turn sheet over for more information)